

Extra Info  
1/23/06

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INTEROFFICE MEMORANDUM

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**TO:** DON P. JOHNSON, TOWN MANAGER  
**FROM:** ROBERT C. CRAIG, FIRE CHIEF  
**SUBJECT:** FY2005 ASSISTANCE TO FIREFIGHTER GRANT AWARD  
**DATE:** 1/23/06  
**CC:**

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Don:

As I indicated to you, I have received notification that our FY2005 Assistance to Firefighter Grant has been awarded in the amount of \$95972.00. This requires a 10% town match of \$10663.00 for a total amount of \$106635.00. The 10% town match was included in my FY07 budget request. This grant has been awarded to purchase and install the vehicle exhaust extraction system in all three stations. I have attached a copy of the grant award letter.



Robert C. Craig

Fire Chief

Attachment



## U.S. Department of Homeland Security

Office for Domestic Preparedness

Washington, D.C. 20531

Mr. Robert Craig  
Acton Fire Department  
256 Central Street  
Acton, Massachusetts 01720-2847

Re: Grant No.EMW-2005-FG-20529

Dear Mr. Craig:

Congratulations, on behalf of Office of State and Local Government Coordination and Preparedness, in collaboration with the U.S. Fire Administration at the Federal Emergency Management Agency. Your grant application submitted under the FY 2005 Assistance to Firefighters Grant has been approved. The approved project costs amount to \$106,635.00. The Federal share is 90 percent or \$95,972.00 of the approved amount and your share of the costs is 10 percent or \$10,663.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the Articles as they outline the terms and conditions of your Grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the Grant and Grant Agreement Articles when you request and receive any of the Federal Grant funds awarded to you.**

The first step in requesting your grant funds is to confirm your correct Direct Deposit Information. Please go on-line to the AFG eGrants system at [www.firegrantsupport.com](http://www.firegrantsupport.com) and if you have not done so, complete and submit your SF 1199A, Direct Deposit Sign-up Form. Please forward the original, completed SF 1199A, Direct Deposit Sign-up Form, signed by your organization and the banking institution to the address below:

Department of Homeland Security  
Emergency Preparedness and Response Directorate (FEMA)  
Grants Management Branch  
500 C Street, SW, Room 334  
Washington, DC 20472

Attn: Assistance to Firefighters Grant Program

After your SF 1199A is reviewed and you receive an email indicating the form is approved, you will be able to request payments online. Remember, you should basically request funds when you have an immediate cash need (i.e. you have a bill in-hand that is due within 30 days). If you have any questions or concerns regarding the process to request your grant funds, please call 1-877-510-6762.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Mayer", with a stylized flourish at the end.

Matt A. Mayer  
Acting Executive Director  
Office of State and Local Government  
Coordination and Preparedness